

## NOTICES OF SUBSTANTIVE POLICY STATEMENTS

The Administrative Procedure Act requires the publication of substantive policy statements issued by agencies (A.R.S. § 41-101(B)(14)). Substantive Policy Statements are written expressions which inform the general public of an agency's current approach to rule or regulation practice. Substantive policy statement does not include internal procedural documents which may only affect the internal procedures of the agency and does not impose additional requirements or penalties on regulated parties in accordance with A.R.S. Title 41.

### NOTICE OF AGENCY SUBSTANTIVE POLICY STATEMENT

#### BOARD OF PSYCHOLOGIST EXAMINERS

1. Subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:  
Guidelines for Disciplinary Action by the Board SP.001-98
2. Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:  
August 7, 1998
3. Summary of the contents of the substantive policy statement:  
The Board has issued a policy statement to set forth guidelines to inform the public and licensed psychologists of the factors involved in the Board's consideration of disciplinary action.
4. A statement as to whether the substantive policy statement is a new statement or a revision:  
This is a new statement.
5. The name, address, and telephone number of the person to whom questions and comments about the substantive policy statement may be directed:  
Name: Maxine McCarthy, Executive Director  
Address: Board of Psychologist Examiners  
1400 West Washington, Room 235  
Phoenix, Arizona 85007  
Telephone: (602) 542-8162  
Fax: (602) 542-8279
6. Information about where a person may obtain a copy of the substantive policy statement:  
Copies are available at the Board of Psychologist Examiners or from the person listed above. Copies can be purchased for 25 cents per page.

### NOTICE OF AGENCY SUBSTANTIVE POLICY STATEMENT

#### DEPARTMENT OF TRANSPORTATION

1. Title or subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:  
Release of Information Regarding Current or Former MVD Employees to Third Party Contractors; Policy Memo 98-078
2. Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:  
July 24, 1998
3. Summary of the contents of the substantive policy statement:  
The Motor Vehicle Division Third Party Program shall release upon request only the following information on current or former employees to 3rd-party contractors:
  1. Job performance
  2. Reason for termination
  3. Professional conduct

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4. Evaluation

4. A statement as to whether the substantive policy statement is a new statement or a revision:  
This is a new substantive policy statement.
5. The name, address, and telephone number of the person to whom questions and comments about the substantive policy statement may be directed:  
Name: Donna J. Dailey  
Policy, Planning & Special Projects  
Address: 1801 West Jefferson  
Phoenix, Arizona 85007  
Telephone: (602) 255-8156
6. Information about where a person may obtain a copy of the substantive policy statement and the costs for obtaining the policy statement:  
Copies of this policy may be obtained from the individual named in question 5 above at the cost of 25¢ per page.

**NOTICE OF AGENCY SUBSTANTIVE POLICY STATEMENT**

**DEPARTMENT OF TRANSPORTATION**

1. Title or subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:  
Authorization/Certification-Fingerprint Policy-MVD Commercial Licensing Program; Policy Memo 98-077
2. Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:  
Issuance Date-July 27, 1998  
Effective Date-March 23, 1998
3. Summary of the contents of the substantive policy statement:  
From and after the effective date of this substantive policy statement applicants seeking authorization or certification with the Motor Vehicle Division's Commercial Licensing Program are subject to a criminal history check requiring submission of a set of fingerprints taken at a law enforcement agency on a fingerprint card supplied by the Motor Vehicle Division. The cost of fingerprinting is borne by the applicant by cashier's check or money order payable to the Department for Public Safety.
4. A statement as to whether the substantive policy statement is a new statement or a revision:  
This is a new substantive policy statement.
5. The name, address, and telephone number of the person to whom questions and comments about the substantive policy statement may be directed:  
Name: Donna J. Dailey  
Policy, Planning & Special Projects  
Address: 1801 W. Jefferson  
Phoenix, Arizona 85007  
Telephone: (602) 255-8156
6. Information about where a person may obtain a copy of the substantive policy statement and the costs for obtaining the policy statement:  
Copies of the policy may be obtained in person from the individual named in question 5 above at the cost of 25¢ per page.

**NOTICE OF AGENCY SUBSTANTIVE POLICY STATEMENT**

**DEPARTMENT OF TRANSPORTATION**

1. Title or subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:  
Faded/Deteriorated Licenses; Policy Memo 98-076
2. Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:  
July 24, 1998
3. Summary of the contents of the substantive policy statement:  
This substantive policy statement establishes procedures for replacement of faded or deteriorated driver licenses.

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4. **A statement as to whether the substantive policy statement is a new statement or a revision:**  
This is a new substantive policy statement.
5. **The name, address, and telephone number of the person to whom questions and comments about the substantive policy statement may be directed:**  
Name: Donna J. Dailey  
Address: Policy, Planning & Special Projects  
1801 W. Jefferson  
Phoenix, Arizona 85007  
Telephone: (602) 255-8156
6. **Information about where a person may obtain a copy of the substantive policy statement and the costs for obtaining the policy statement:**  
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**NOTICE OF AGENCY SUBSTANTIVE POLICY STATEMENT**  
**DEPARTMENT OF TRANSPORTATION**

1. **Title or subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:**  
Beetlemex-Volkswagen, Inc. Specially Constructed; Policy Memo 98-953
2. **Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:**  
July 23, 1998.
3. **Summary of the contents of the substantive policy statement:**  
Volkswagen Bugs constructed in Nogales, Arizona by Beetlemex Volkswagen, Inc. must receive a Level II inspection, be designated as Specially Constructed and be registered for the same year as the chassis trans-axle was originally manufactured.
4. **A statement as to whether the substantive policy statement is a new statement or a revision:**  
This substantive policy statement is as exception to TR410.10 Example 5.
5. **The name, address, and telephone number of the person to whom questions and comments about the substantive policy statement may be directed:**  
Name: Donna J. Dailey  
Address: Policy, Planning & Special Projects  
Motor Vehicle Division  
1801 W. Jefferson  
Phoenix, Arizona 85007  
Telephone: (602) 255 8156
6. **Information about where a person may obtain a copy of the substantive policy statement and the costs for obtaining the policy statement:**  
Copies of the policy may be obtained in person from the individual set forth in question 5 above at the cost of 25¢ per page.

**NOTICE OF AGENCY SUBSTANTIVE POLICY STATEMENT**  
**DEPARTMENT OF TRANSPORTATION**

1. **Title or subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:**  
Shared Locations; Policy Memo 98-069
2. **Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:**  
Issuance Date-July 16, 1998  
Effective Date-August 21, 1998
3. **Summary of the contents of the substantive policy statement:**  
This substantive policy statement establishes "The Shared Location and Advertising Agreements Expense Fund" for collecting fees from the public and private entities for co-location and advertising with the Motor Vehicle Division, and prescribing that the Motor Vehicle Division may use moneys deposited in this revolving fund.

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4. **A statement as to whether the substantive policy statement is a new statement or a revision:**  
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Name: Donna J. Dailey  
Policy, Planning & Special Projects  
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Phoenix, Arizona 85007  
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**NOTICE OF AGENCY SUBSTANTIVE POLICY STATEMENT**  
**DEPARTMENT OF TRANSPORTATION**

1. **Title or subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:**  
Limited Mileage Motor Carrier Fees; Policy Memo 98-084
2. **Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:**  
Issuance Date-August 3, 1998  
Effective Date-October 1, 1997
3. **Summary of the contents of the substantive policy statement:**  
Effective October 1, 1997, vehicles with a gross vehicle weight greater than 26,000 and traveling less than 2,000 per year are eligible for a reduced motor carrier fee \$80.00. Vehicles with a gross vehicle weight greater than 26,000 and traveling 2,000 or more miles but less than 4,000 miles are eligible for a reduced motor carrier fee of 160.00. The vehicle owner must make application to the Motor Vehicle Division in order to qualify for a limited mileage reduced motor carrier fee.
4. **A statement as to whether the substantive policy statement is a new statement or a revision:**  
This is a new substantive policy statement.
5. **The name, address, and telephone number of the person to whom questions and comments about the substantive policy statement may be directed:**  
Name: Donna J. Dailey  
Policy, Planning & Special Projects  
Address: 1801 W. Jefferson  
Phoenix, Arizona 85007  
Telephone: (602) 255-8156
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Copies of the policy may be obtained from the individual named in question 5 above at the cost of 25¢ per page.

**NOTICE OF AGENCY SUBSTANTIVE POLICY STATEMENT**  
**DEPARTMENT OF TRANSPORTATION**

1. **Title or subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:**  
Testing Procedure Changes; Policy Memo 98-071
2. **Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:**  
July 28, 1998.
3. **Summary of the contents of the substantive policy statement:**  
The following changes in driver license testing changes are effective on and after effective date of this substantive policy:

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1. The written and road tests shall not be administered to an applicant for a class D or M license after suspension, revocation, cancellation or denial unless more than one year has elapsed since the expiration date of the most recent driver license.
2. The written and road tests shall no longer be administered if the applicant's driving record indicates an accident or if eight or more points have been accumulated during the 12 months preceding application.
3. The written test, road test or both shall be administered if the field supervisor has reason to believe the applicant may not be able to safely operate a motor vehicle.
4. **A statement as to whether the substantive policy statement is a new statement or a revision:**  
This is a revision of substantive policy DL 400.25.
5. **The name, address, and telephone number of the person to whom questions and comments about the substantive policy statement may be directed:**  
Name: Donna J. Dailey  
Policy, Planning & Special Projects  
Address: Motor Vehicle Division  
1801 W. Jefferson  
Phoenix, Arizona 85007  
Telephone: (602) 255-8156
6. **Information about where a person may obtain a copy of the substantive policy statement and the costs for obtaining the policy statement:**  
Copies of the policy may be obtained in person from the individual named in question 5 above at the cost of 25¢ per page.

**NOTICE OF AGENCY SUBSTANTIVE POLICY STATEMENT**

**DEPARTMENT OF TRANSPORTATION**

1. **Title or subject of the substantive policy statement and the substantive policy statement number by which the policy statement is referenced:**  
Points Accumulation for Motor Vehicle Violations; Policy Memo 98-092.
2. **Date the substantive policy statement was issued and the effective date of the policy statement if different from the issuance date:**  
Issuance date-August 10, 1998  
Effective date-September 8, 1998.
3. **Summary of the contents of the substantive policy statement:**  
From and after the effective date of this substantive policy statement the accumulation of points for moving traffic violations will be calculated from the date of violation rather than the date of conviction.
4. **A statement as to whether the substantive policy statement is a new statement or a revision:**  
This is a revision of Policy DR 200.05.
5. **The name, address, and telephone number of the person to whom questions and comments about the substantive policy statement may be directed:**  
Name: Donna J. Dailey  
Policy, Planning & Special Projects  
Address: Motor Vehicle Division  
1801 W. Jefferson  
Phoenix, Arizona 85007  
Telephone: (602) 255-8156
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